



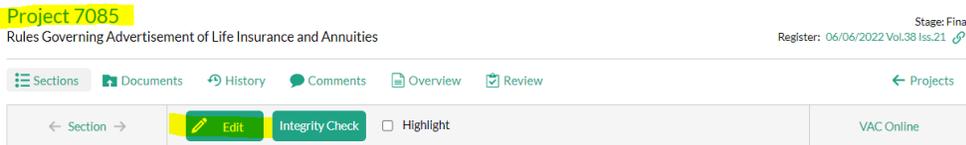
# VIRGINIA REGISTER OF REGULATIONS

## INSERTING BRACKETS - RIS TEXT EDITOR

Changes made between stages in multiple stage RIS projects (i.e., between proposed and repropoed stages or proposed or repropoed and final stages) must be bracketed.

Use the brackets provided on the Tool Bar of the Text Editor in RIS.

To activate the Text Editor, open the project (click on the RIS Project number in agency Projects queue), then open a section (click on the VAC number for a section in a project), then click Edit.



### 14VAC5-41-80. Policy costs and cost comparisons.

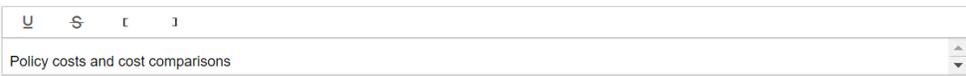
A. The words "free," "no cost," "without cost," "no additional cost," "at no extra cost," or words of similar import shall not be used with respect to any benefit or service being made available with a policy unless true. If there is no charge to the insured, then the identity of the payor and the amount of the payment shall be prominently disclosed. An advertisement may specify the charge for a benefit or a service or may state that a charge is included

The Tool Bar beneath Section Text is for editing the text in a section. That's where you find the brackets to use amending text.

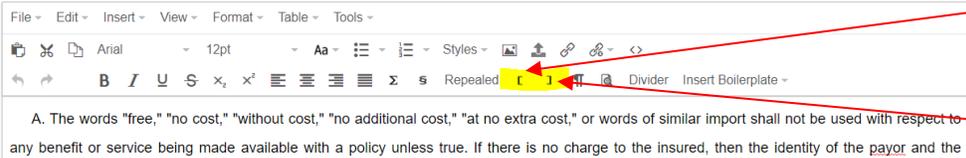
### 14VAC5-41-80



Description



Section Text



Open bracket  
Close bracket

Inserting brackets to strike and add text or just strike text:

1. Place cursor for open bracket (i.e., [ ) immediately left of the first word to be stricken inside brackets, then click Open Bracket button.

no extra cost," or words of similar imp  
policy unless true. [ | ] f there is no charge  
ominently disclosed. An advertisement

no extra cost," or words of similar imp  
policy unless true. [ | ] f there is no charge  
ominently disclosed. An advertisement

2. Make necessary changes, then place cursor immediately left of first word NOT inside brackets, then click Close Bracket (i.e., ] ) button.

tra cost," or words of similar import sh  
unless true. [ ~~if there~~ When ~~is~~ no char  
e prominently disclosed. An advertiser

tra cost," or words of similar import s  
unless true. [ ~~if there~~ When ] is no ch  
e prominently disclosed. An advertis

Inserting brackets to add new text:

1. Place cursor left space where text will be inserted. Click Open Bracket button. Click Close Bracket button.

direct response techniques or a life  
"inexpensive," "low cost," or any st

direct response [ techniques or  
," "inexpensive," "low cost," or a

direct response [ ] techniques c  
ble," "inexpensive," "low cost," or

2. Place cursor inside brackets, add text, and underline. Remove extra underlined space.

se [ add underlined text here ] te  
e "affordable," "inexpensive," "low co

l by direct [ add underlir  
not use the phrase "afforc

d by direct [ add u  
I not use the phrase

Inserting brackets with punctuation:

1. Place cursor for open bracket immediately left of the first word to be stricken inside brackets, then click Open Bracket button. Remove extra underlined space.

~~being demonstrated to~~  
guaranteed issue.

~~being demonstrated to~~  
guaranteed [ issue.

~~being demonstrated to~~  
guaranteed [ issue.

2. Insert cursor left of punctuation mark and insert Close Bracket. Move punctuation mark back flush to Close Bracket. Make changes to text.

~~being demonstrated to~~  
guaranteed [ issue.

~~being demonstrated to~~  
guaranteed [ issue ] .

~~being demonstrated to~~  
guaranteed [ issue ] .

~~being demonstrated to~~  
guaranteed [ issue ] .